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COMMITTEE ON CONFERENCES
Organizational session for 1991

ANNOTATED PROVISIONAL AGENDA FOR THE ORGANIZATIONAL SESSION

1. Election of officers.

2. Adoption of the agenda.

3. Organization of work for 1991.

4. Programme of work for 1991.

5. Other business.

ANNOTATIONS

1. Election of officers

Rule 103 of the rules of procedure of the General Assembly provides that committees other than Main Committees:

> "... shall elect a Chairman, one or more Vice-Chairmen and a Rapporteur. These officers shall be elected on the basis of equitable geographical distribution, experience and personal competence."

In past years, the Committee on Conferences has elected, in addition to the Chairman, three Vice-Chairmen and a Rapporteur.

At its organizational meeting for 1989, held on 1 March 1989, the Committee agreed in principle that henceforth the chairmanship would rotate annually among the regional groups.

READEX FICHE

2. Adoption of agenda

3. Organization of work for 1991

At its 305th meeting, on 9 February 1990, 1/ the Committee decided to adopt a biennial programme of work, dealing with items relating to documentation in even years, and those relating to meetings in odd years. The Committee also decided that some items would be considered on an annual basis. At the same meeting, the Committee adopted the agenda for 1990-1991, which was subsequently issued in document A/AC.172/132/Add.1.

In organizing its work and in keeping with its past practices, the Committee may wish:

(a) To meet as required to consider proposed inter-sessional departures from the approved calendar;

(b) To conduct as much business as possible in informal consultations in order to curtail the number of official meetings, in particular by entrusting certain tasks to its Bureau;

(c) To authorize the Secretariat to deal with proposed changes in the calendar not having financial implications in consultation with the Bureau and to report to the Committee thereon.

Further meetings may be required in compliance with paragraph 6 of General Assembly resolution 35/10 A of 3 November 1980, by which the proposals affecting the schedule of conferences and meetings made during sessions of the Assembly shall be reviewed by the Committee when administrative implications are being considered under the requirements of rule 153 of the rules of procedure of the Assembly.

In Economic and Social Council decision 1988/103 of 5 February 1988, the Council decided to invite the Committee to review the Council's draft biennial calendar of conferences and meetings and to submit, as appropriate, its recommendations thereon to the Council. It is envisaged that the Committee may, therefore, be required to meet in mid-1991 to review the Council's draft calendar for the biennium 1992-1993.

4. Programme of work for 1991

The terms of reference of the Committee are set forth in paragraph 4 of General Assembly resolution 43/222 B of 21 December 1988. As noted above, the agenda for 1991 as adopted by the Committee was issued in document A/AC.172/132/Add.1.

Annexed to the present document is a draft annotated agenda for 1991, which takes into account the earlier decision of the Committee and subsequent decisions and resolutions of the General Assembly. The Committee may also wish to determine

the timing and duration of its 1991 substantive session and to specify the documentation requirements.

5. Other business

Notes

1/ Official Records of the General Assembly, Forty-fifth Session, Supplement No. 32 (A/45/32), para. 161.

Annex

DRAFT ANNOTATED AGENDA FOR THE 1991 SUBSTANTIVE SESSION

1. Adoption of the agenda.

2. Calendar of conferences and meetings:

   (a) Adoption of the draft calendar of conferences and meetings for 1992-1993;

   (b) Improved utilization of conference-servicing resources: meeting statistics of United Nations organs;

   (c) Improved organization of work and effective use of conference resources:

      (i) Existing conference resources, services and facilities within the United Nations;

      (ii) Possibility of central planning and co-ordination of all organizational aspects of conference servicing;

      (iii) Measures to improve the overall efficiency and effectiveness of the use of conference-servicing resources;

   (d) Consideration of the draft calendar of conferences and meetings of subsidiary organs of the Economic and Social Council for 1992-1993;

   (e) Procedures with regard to inter-sessional departures from the approved calendar of conferences and meetings.

3. Improved co-ordination of conferences within the United Nations system: implementation of General Assembly resolution 43/222 B, paragraph 4 (f).

4. Meetings of organs and programmes not funded from the regular budget of the United Nations.

5. Requests for exceptions to section I, paragraph 7, of General Assembly resolution 40/243.

6. Review of the programme performance of the United Nations for the biennium 1988-1989: Department of Conference Services.

7. Application of new technology to conference servicing.

8. Role of the Committee on Conferences in the review of the Department of Conference Services.

9. Other business.

10. Adoption of the report.

ANNOTATIONS

1. Adoption of the agenda

2. Calendar of conferences and meetings

(a) Adoption of the draft calendar of conferences and meetings for 1992-1993

In line with past practice and pursuant to paragraph 4 (b) and (c) of resolution 43/222 B of 21 December 1988, the Committee on Conferences will submit to the General Assembly at its forty-sixth session the draft calendar of conferences and meetings for the biennium 1992-1993. In keeping with the decision taken by the Committee at its 1988 substantive session, a/ the Secretariat will submit the most detailed and up-to-date draft calendar possible. In other words, the draft will take full account of the decisions taken at the second regular session of the Economic and Social Council in July 1991. The inclusion of this additional information may mean that the draft calendar may be issued later than in previous years.

As agreed by the Committee at its 1989 substantive session, b/ bodies whose mandates are due to expire at 31 December 1991 but are expected to be presented for renewal to the General Assembly at its forty-sixth session will be reflected in the draft revised calendar immediately following the last entry for 1991.

(b) Improved utilization of conference-servicing resources: meeting statistics of United Nations organs

In paragraph 9 of its resolution 45/238 A of 21 December 1990, the General Assembly requested the Chairman of the Committee and the Secretary-General to maintain their contacts with all United Nations organs in order to ensure the most efficient and effective use of conference services allocated to them.

In paragraph 4 of resolution 44/196 A of 21 December 1989, the General Assembly requested the Committee to review the methodology on conference-servicing utilization rates in order to provide, if possible, a more accurate assessment of the overall use of conference resources with a view to enabling United Nations bodies to make the optimum use of conference services and to facilitate, where necessary, continued rationalization of their meeting requirements.

The Committee has studied a series of reports since 1983 showing the meetings statistics of a number of United Nations organs in New York, Geneva and Vienna. At its 313th to 315th, 318th and 323rd meetings, on 21 to 23 and 28 August 1990, c/ the Committee considered the most recent report by the Secretariat on meetings statistics which included an expanded section on the methodology employed in compiling the statistical information included therein. The Committee agreed to put into experimental use a newly proposed methodology to run parallel with the existing methodology for the next three years.

In paragraph 11 of resolution 45/238 A, the General Assembly requested the Committee, in implementing the new methodology, to consider additional elements proposed in the discussions in the Fifth Committee and to report thereon to the Assembly.

In paragraph 12 of the same resolution, the General Assembly requested the Committee to remain seized of the matter on the basis of further reports of the Secretary-General.

In view of the decision of the Committee, and the above-cited request of the General Assembly, the Secretariat will present two written reports on meetings statistics: one compiled in accordance with the existing methodology and one using the new methodology.

(c) Improved organization of work and effective use of conference resources

(i) Existing conference resources, services and facilities within the United Nations

At its 299th meeting, on 23 August 1989, d/ the Committee requested the Secretariat to provide relevant information on the existing conference resources, services and facilities within the United Nations, including a revised version of the documents containing data on the conference resources, services and facilities within the United Nations for review by the Committee at its 1990 substantive session.

At its 314th meeting, on 21 August 1990, e/ the Committee considered the report by the Secretary-General (A/AC.172/137) on the existing conference resources, facilities and services within the United Nations as well as a conference room paper on conference servicing at the United Nations. The Committee took note of the information presented, and stressed the need to expand future reports to all conference centres, including the regional commissions. The Secretariat was, therefore, requested to provide supplemental information for discussion by the Committee at its next session.

(ii) Possibility of central planning and co-ordination of all organizational aspects of conference servicing

In paragraph 5 of its resolution 42/207 B of 11 December 1987, the General Assembly requested the Secretary-General to examine the possibility of having all organizational aspects of conference servicing in the United Nations as a whole centrally planned and co-ordinated, with a view to ensuring optimum efficiency and cost-effectiveness by, inter alia, minimizing duplication and overlapping, taking into account the outcome of the deliberations of the Special Commission of the Economic and Social Council on the In-depth Study of the United Nations Intergovernmental Structure and Functions in the Economic and Social Fields and the implementaion of paragraph 4 of the same resolution and to submit his findings and recommendations to the General Assembly through the Committee.

The Secretariat reported to the Committee at its 1988 session f/ that the Special Commission had reported to the Council in July 1988 and that the Council had submittted the report (E/1988/75) to the General Assembly for action at its forty-third session.

In paragraph 2 of its resolution 43/174 of 9 December 1988, the General Assembly requested the Secretary-General, taking into account, inter alia, the report of the Special Commission and the outcome of discussions in 1989 on the revitalization of the Council, to report to the Assembly at its forty-fourth session on the implementation of recommendations 2 and 8 of the Group of High-level Intergovernmental Experts to Review the Efficiency of the Administrative and Financial Functioning of the United Nations. g/

The Secretariat reported to the Committee at its 1989 session, h/ that the Council had adopted resolution 1989/114 of 28 July 1989 on further measures for implementation of Council resolution 1988/77 on the revitalization of the Council.

In paragraphs 2, 3 and 4 of resolution 44/103 of 11 December 1989, the General Assembly took note of the note of the Secretary-General on the review of the efficiency of the administrative and financial functioning of the United Nations (A/44/747); decided to review the efficiency of the administrative and financial functioning of the United Nations in the economic, social and related fields; stressed the need for the full implementation of Economic and Social Council resolutions 1988/77 and 1989/114; and requested the Secretary-General to submit a report on the implementation of those resolutions to the Council in order for the Council to review the matter at its second regular session of 1990.

At its 321st meeting, on 27 August 1990, i/ the Secretariat provided an oral progress report on action taken thus far by the Council, and parallel decisions of the General Assembly on the review of the administrative and financial functioning of the Organization in the economic and social fields and all relevant issues pertaining to the review of the implementation of measures for revitalization of the Council.

The Committee requested the Secretariat to prepare a report on the matter for its 1991 substantive session, in which it would include information on the current status of co-operation between the Committee and the Council.

(iii) Measures to improve the overall efficiency and effectiveness of the use of conference-servicing resources

In paragraph 8 of resolution 45/238 A, the General Assembly called upon the Committee to consider, within its mandate, further measures to improve the overall efficiency and effectiveness of the use of conference-servicing resources, bearing in mind the relevant recommendations in the report of the Group of High-level Intergovernmental Experts to Review the Efficiency of the Administrative and Financial Functioning of the United Nations, j/ as approved by the Assembly in its resolution 41/213 of 19 December 1986, and to report to the Assembly at its forty-sixth session.

The Committee may, therefore, wish to consider the question based on an oral report from the Secretariat detailing the experiences gained from measures taken and results achieved to date.

(d) Consideration of the draft calendar of conferences and meetings of subsidiary organs of the Economic and Social Council for 1992-1993

As indicated above, the Economic and Social Council, in adopting its decision 1988/103, invited the Committee to review the Council's draft biennial calendar of conferences and meetings and to submit, as appropriate, its recommendations thereon to the Council. The draft calendar for the biennium 1992-1993, which is to be presented to the Council at its second regular session, is expected to be available for consideration by the Committee in June 1991. The Committee may wish to consider meeting at that time in order to discuss the draft and to convey its observations to the Council.

(e) Procedures with regard to inter-sessional departures from the approved calendar of conferences and meetings

In paragraph 2 of its resolution 45/238 A, the General Assembly requested the Committee to review, within its mandate, the existing procedures with regard to inter-sessional departures from the approved calendar of conferences and meetings and report to the Assembly at its forty-sixth session.

If the Committee so decides, the Secretariat would prepare a written report on the matter for consideration at the Committee's 1991 session.

3. Improved co-ordination of conferences within the United Nations system: implementation of General Assembly resolution 43/222 B, paragraph 4 (f)

At its 300th meeting, on 24 August 1989, k/ the Committee agreed that it should examine how best it could address its terms of reference as governed by paragraph 4 (f) of General Assembly resolution 43/222 B, and requested the Secretariat to examine the current status of co-ordination, identifying any difficulties or problems and suggesting possible solutions with a view to making the necessary improvements.

The Committee further requested its Chairman to address a letter to the Chairman of the Administrative Committee on Co-ordination in order to avail itself of the opportunity to benefit from that Committee's views. Subsequently, the Organizational Committee of the Administrative Committee on Co-ordination decided to refer the matter to the Inter-Agency Meeting for Language Arrangements, Documentation and Publications (IAMLADP), which met in June 1990.

At that meeting, it was decided that the agencies would transmit to the IAMLADP secretariat an analysis of their 1988-1989 programmes of meetings, which would include an assessment of difficulties encountered and suggestions on possible actions to improve co-ordination. It was further decided that the information received would serve as a basis for a paper to be discussed at the 1991 session of IAMLADP, which is scheduled to meet in September 1991, after the 1991 substantive session of the Committee on Conferences.

In a related matter, in paragraph 13 of resolution 45/238 A, the General Assembly welcomed the efforts of the Secretary-General in the area of system-wide co-ordination of conference services and invited him in that regard to use more extensively the co-ordinating potential of the Consultative Committee on Administrative Questions.

If the Committee so decides, therefore, the Secretariat would present a paper to the Committee's 1991 session on the current status of co-ordination, including the identification of difficulties or problems, with a view to further consideration in 1992 following the discussions to be undertaken by IAMLADP.

4. Meetings of organs and programmes not funded from the regular budget of the United Nations

At the 6th meeting of the Fifth Committee, on 11 October 1988, a question was raised regarding the provision of conference services by the Department of Conference Services to meetings of organs and programmes not funded from the regular budget of the United Nations. The Secretariat was requested to provide, inter alia, a list of such organs and programmes and the location of their meetings and a description of the conference services provided to those organs and programmes. That information was subsequently provided to the Fifth Committee.

At the same meeting, the Chairman of the Committee on Conferences indicated that the question could be included in the provisional agenda to be considered by the Committee at its organizational meeting in 1989. At that meeting, the Committee decided to examine the matter at its 1990 substantive session. In accordance with the Committee's decision to consider those items relating to meetings in odd years, the Committee decided to defer consideration of the item until 1991. The Committee may wish to consider the item based on a written report from the Secretariat.

5. Requests for exceptions to section I, paragraph 7, of General Assembly resolution 40/243

By section I, paragraph 7, of its resolution 40/243 of 18 December 1985, the General Assembly decided that "no subsidiary organ of the General Assembly may meet at United Nations Headquarters during a regular session of the Assembly unless explicitly authorized by the Assembly".

In accordance with the procedure established by the Committee at its 1986 session, 1/ chairmen of subsidiary organs of the General Assembly wishing to meet at Headquarters during regular sessions of the General Assembly submit their requests to the Chairman of the Committee. Requests so received would be considered by the Committee on the basis of a conference room paper.

6. Review of the programme performance of the United Nations for the biennium 1988-1989: Department of Conference Services

In resolution 39/238 of 18 December 1984, the General Assembly endorsed the report of the Committee for Programme and Co-ordination, including the recommendation that relevant intergovernmental bodies should review the programme performance report.

Pursuant to that provision the Committee on Conferences reviewed at its 1987 and 1989 sessions the programme performance of the Department of Conference Services in the bienniums 1984-1985 and 1986-1987 as reported in documents A/41/318/Add.1, section 29 A-E, and A/43/326/Add.1, respectively.

In accordance with General Assembly resolution 39/238, the Committee may wish to consider the programme performance for the biennium 1988-1989 for the Department of Conference Services as contained in document A/45/218/Add.1 of 27 April 1990.

7. Application of new technology to conference servicing

At its 1987 session, the Committee discussed the report of the Joint Inspection Unit on the management of interpretation services in the United Nations system, the related comments of the Secretary-General and a Secretariat report on the application of computer technology to the management of interpretation services and the meetings programme (A/41/648, A/42/95 and A/AC.172/123).

At its organizational session for 1989, the Committee requested the Secretariat to provide an oral progress report on the application of new technology to conference servicing at its 1989 substantive session and to examine the matter in depth in 1990.

At its 311th meeting, on 20 August 1990, m/ the Committee considered a conference room paper prepared by the Secretariat on the subject and requested the Secretariat to prepare a report for consideration at its next substantive session that would include completed and updated information on applications of new technologies, present and planned, for all conference centres of the United Nations, including those at the regional commissions. The Committee may wish to consider the matter further on the basis of a written report from the Secretariat.

The Secretariat was also requested to develop further its system of interdepartmental co-operation, making it more extensive and complete, and to report thereon to the Committee at its 1991 session. Should the Committee so decide, the Secretariat would present an oral progress report for the Committee's consideration at the substantive session.

8. Role of the Committee on Conferences in the review of the Department of Conference Services

At its 1989 session, the Committee agreed that it should play a role in the review of the Department of Conference Services as envisaged by the Secretary-General in his final report to the General Assembly on the implementation of resolution 41/213 (A/44/222).

At the same meeting, the Committee further decided that the exact nature of the role "will be determined in more detail as a result of further review of the question during the Committee's organizational session, taking into account the decisions of the General Assembly on the matter". n/

Subsequently, the General Assembly adopted resolution 44/196 A, in which, in paragraph 10, it took note of the Committee's intention to play a role in the review of the Department envisaged by the Secretary-General, on the understanding that the role to be determined by the Committee at its 1990 session would be in full accordance with its mandate and in conformity with Assembly resolution 43/222 B.

The Committee considered the matter at its 321st and 322nd meetings, on 27 August 1990 o/ and decided to request the Department, in co-operation with the Bureau of the Committee on Conferences, to consider the issues that might require review in the Department and to report thereon to the Committee at its substantive session of 1991.

If the Committee so decides, the Bureau of the Committee, together with the Secretariat, would present a paper to the Committee for consideration at the substantive session.

9. Other business

10. Adoption of the report

In keeping with paragraph 6 of section I of General Assembly resolution 40/243, the Committee should complete its report not later than 1 September 1991. Any activity after the adoption of that report can be included in an addendum if necessary.

Notes

a/ Official Records of the General Assembly, Forty-third Session, Supplement No. 32 (A/43/32), para. 12.

b/ Ibid., Forty-fourth Session, Supplement No. 32 (A/44/32), para. 13.

c/ Ibid., Forty-fifth Session, Supplement No. 32 (A/45/32), para. 25.

d/ Ibid., Forty-fourth Session, Supplement No. 32 (A/44/32), para. 26.

e/ Ibid., Forty-fifth Session, Supplement No. 32 (A/45/32), para. 42.

f/ Ibid., Forty-third Session, Supplement No. 32 (A/43/32), chap. V.

g/ Ibid., Forty-first Session, Supplement No. 49 (A/41/49).

Notes (continued)

h/ Ibid., Forty-fourth Session, Supplement No. 32 (A/44/32), para. 70.

i/ Ibid., Forty-fifth Session, Supplement No. 32 (A/45/32), paras. 52 and 57.

j/ Ibid., Forty-first Session, Supplement No. 49 (A/41/49).

k/ Ibid., Forty-fourth Session, Supplement No. 32 (A/44/32), para. 117.

l/ Ibid., Forty-first Session, Supplement No. 32 (A/41/32), para. 64.

m/ Ibid., Forty-fifth Session, Supplement No. 32 (A/45/32), chap. IV.

n/ Ibid., Forty-fourth Session, Supplement No. 32 (A/44/32), para. 118.

o/ Ibid., Forty-fifth Session, Supplement No. 32 (A/45/32), chap. V.